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**Personnel**

**INTERNATIONAL AWARDS**

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This instruction implements AFD 36-28, *Awards*, by providing guidance and procedures for AFMC International Awards to encourage professionalism throughout the international community. It prescribes policy and procedures for the nomination, selection, and award presentation. To ensure a full understanding of the international award process and the terms used, users of this instruction should familiarize themselves with the guidance in AFI 16-110, *US Air Force Participation in International cooperative Research, Development, and Acquisition (ICRD&A)*, and DoD 5105.38-M, *Security Assistance Management Manual (SAMM)*. This instruction does not apply to the Air National Guard or US Air Force Reserve units and members.

**1. General Information.** These awards acknowledge the distinguished service of those AFMC personnel who have made significant contributions to international affairs in the fields of Armaments Cooperation and Security Assistance, resulting in mature international relationships that support the United States commitment to global peace. Specific areas include: politico-military affairs, security assistance programs, technology and information transfer, disclosure policy and related activities, as well as attache and security assistance officer affairs. These international activities further the pursuit of United States national security goals and objectives, improve coalition warfighting capabilities, and promote allied air force modernization in a manner that supports and enhances collective security and regional stability.

1.1. Armaments cooperation focuses on opportunities for armaments and logistics cooperation of various levels with allies and friends of the United States. The efforts are characterized by international cooperation and technology transfer programs with the goal to develop, field, and support, through equitable burdensharing, the most effective means to achieve standardization and interoperability of conventional military equipment for our forces and those of our allies and friends.

1.1.1. Armaments cooperation includes, but is not limited to ICRD&A programs and support, and unique cooperative military-to-military programs.

1.2. Security Assistance describes a group of programs authorized by the Foreign Assistance Act of 1961, the Arms Export Control Act, and other related statutes by which the United States provides defense articles, military training, and other defense-related services, by grant, credit, cash sale, lease, or loan, to further national policies and objectives.

1.2.1. Security Assistance includes, but is not limited to, foreign military sales (FMS) and support, Foreign Military Financing (FMF) Program, International Military Education and Training (IMET), international logistics programs and support, and program/case management.

**2. Awards to be Presented.** These awards recognize outstanding achievement in the two major areas of international affairs:

2.1. International Award for Armaments Cooperation.

2.2. International Award for Security Assistance.

2.3. Within each of these two broad areas, there are three types of awards presented. The first is the Supervisory Award, for achievement that is based upon and includes the formal supervision and direction of the efforts of others. The next type of award is the Nonsupervisory Award, also called the Program or Project Manager Award. This award is for individual achievement that involved neither the formal supervision nor the direction of others' efforts. The third type is the Team Award, which recognizes the collective efforts of two or more individuals working towards the same goal.

**3. Criteria for Nomination.** The criteria should include, but not be limited to, actions resulting in improvements to the management of programs and processes, initiation of programs, service to international customers, and more efficient use of our resources ([Attachment 1](#)).

3.1. International Award for Armaments Cooperation:

3.1.1. Unique program or system changes that enhance opportunity for standardization and interoperability with allies, provide incentives for allies to make greater investment in modern conventional military equipment, and enable economies of scale afforded by coordinated research, development, acquisition and production support programs, and promote mutual access to, use of, and protection of the best technology developed by the United States and our allies to avoid duplication.

3.2. International Award for Security Assistance:

3.2.1. Exceptional actions relating to: program, case, and country management of international logistics and financial programs and systems, new initiatives and process improvements that enhance support of articles and services sold through an international program, or reduce costs to foreign purchasers.

**4. Eligibility.** The awards are open to all AFMC personnel whose efforts have contributed to the support of international customers or more efficient use of our resources in the field of international activities.

4.1. The International Award for Armaments Cooperation is for nonsupervisory and supervisory personnel, as well as teams.

4.2. The International Award for Security Assistance is for nonsupervisory and supervisory personnel, as well as teams.

4.3. For purposes of these awards, a “team” is defined as a natural work group, matrixed group, process improvement team, process action team, or an integrated process team (IPT) formed or chartered to improve and/or provide specific processes, products, and/or services in either armaments cooperation or security assistance. The criteria for the team awards are the same as for the individual nominations.

**5. Nomination Procedures.** Each center commander (or designated representative) may nominate two persons for each individual category, and two teams for each team category. The nomination package should have:

5.1. A one-page typewritten bullet-style narrative, AF Form 1206, **Nomination for Award**, in original and five copies, citing specific achievements (Attachment 2).

5.2. A recommended citation to accompany the award (Attachment 3). For team citations, use only the team name; do not list the team members’ names in the award citation. (Attach a separate sheet to the team citation to list the members of the team, providing: name, grade/rank, and office symbol.)

5.2.1. Biographic information on individual award nominees to be used in local and base newspaper (Attachment 4). Biographic data for team members is not necessary.

5.3. Nominations are based on achievements occurring within the previous calendar year (January-December). Submissions must be complete, properly prepared, and endorsed by the installation commander to be accepted.

5.4. Send nominations to AFSAC/IP, WPAFB OH 45433-5337, by the announced due date.

**6. Selection Procedure.** The AFSAC Director of International Programs (AFSAC/IP) selects award recipients based upon the rating scores of the selection board.

**7. Selection Board.** The AFSAC Director of International Programs chairs the selection board for all awards. The other board members are made up of equivalent grade civilian and military personnel from AFSAC, HQ AFMC and SAF/IA offices who are requested by the chair to serve as part of the selection board.

**8. Awards Presentation:**

8.1. AFSAC/IP presents, on behalf of the AFSAC Commander, a certificate of appreciation to each of the nominees.

8.2. A certificate of achievement and a plaque will be awarded to the selected winner(s) of each award category. (In case of a tie, each of the tied nominees will receive the certificate and plaque.)

8.3. Awards are usually presented at the annual AFMC International Corporate Conference. Travel expenses are the attendees’ responsibility.

DENNIS E. DOUCET, Colonel, USAF  
Director of International Programs

Attachment 1

INTERNATIONAL AWARDS

	<i>A</i>	<i>B</i>	<i>C</i>	<i>D</i>		<i>E</i>
	<b>Name of Award</b>	<b>Eligibility Criteria</b>	<b>Who is Eligible</b>	<b>Nominations</b>		<b>Award Presentation</b>
				<b>Submit by</b>	<b>Submit To</b>	
1	International Award for Armaments Cooperation	Actions resulting in improved management of programs or processes, initiation of programs, service to customers, and more efficient use of resources:	All military and civilian personnel:	Centers may nominate two persons (supervisory and non-supervisory) for each category, as well as two teams for each team category	AFSAC/IP 1822 Van Patton Drive, WPAFB OH 45433-5337 by the date stated in the annual announcement letter	All awards are presented each year at an appropriate ceremony. A certificate of appreciation is presented to each nominee. A certificate of achievement and a plaque are presented to each selectee.
2	International Security Award for Security Assistance		Supervisory and Non-supervisory personnel in each category			
3	International Team Award for Armaments Cooperation.	a. <u>Armaments Cooperation</u> : Unique program or system changes that enhance standardization or interoperability with allies and facilitates:	and			
4	International Team Award for Security Assistance	(1) Incentives for allied investment in conventional military equipment. (2) Economies of scale by coordinated research development, production and logistics support programs. (3) Mutual access to the best technology developed by the US and our allies to avoid duplication of effort.  b. Security Assistance: Exceptional actions relating to the execution of FMS programs and systems, cooperative programs, or support of articles sold through an international program.	Teams in each category.	1. Armaments Cooperation  and  2. Security Assistance		The selectees are notified and recognized at the annual AFMC International Corporate Conference.

**Attachment 2**  
**SAMPLE AF FORM 1206**

<b>NOMINATION FOR AWARD</b>		
AWARD INTERNATIONAL AWARD	CATEGORY ARM COOP	AWARD PERIOD 1 JAN - 31 DEC 97
RANK/NAME OF NOMINEE (Last, First, MI) SMITH, JOHN Q.		SSN 123-45-6789
DAFSC/DUTY TITLE PROGRAM MANAGER		
MAJCOM AFMC	UNIT/OFFICE SYMBOL/STREET ADDRESS ESC/IA, 22 RYE STREET -- SUITE	
BASE/STATE/ZIP CODE EGLIN AFB, CO 34782-	TELEPHONE (DSN & Commercial) DSN 333-4567	
RANK/NAME OF UNIT COMMANDER (Last, First, Middle Initial) BRAWLIN, ALFREDO D.		
SPECIFIC ACCOMPLISHMENTS (Single spaced, bullet format) <p style="margin: 0;">*****SAMPLE*****SAMPLE*****SAMPLE*****</p> <p style="margin: 0;">IMPROVEMENTS TO MANAGEMENT OF PROGRAMS AND PROCESSES: Provided access to aerospace technology in the Former Soviet Union (FSU) for the USAF.</p> <ul style="list-style-type: none"> <li>- Initiated and directed a DoD-approved program to establish relationships with research and test centers in the FSU.</li> <li>- Established programs and processes which served as the model for other DoD programs with Russia.</li> <li>- Advocated and led efforts to acquire Russian aerospace test and evaluation (T&amp;E) technology.</li> </ul> <p style="margin: 0;"><b>INITIATION OF NEW PROGRAMS:</b>                      Opened the lines of communication between the USAF and the Russian scientific community.</p> <ul style="list-style-type: none"> <li>- Initiated and directed a DoD-approved program to establish relationships with research and test centers in the FSU.</li> <li>- Established programs and processes which served as the model for other DoD programs with Russia.</li> <li>- Advocated and led efforts to acquire Russian aerospace test and evaluation (T&amp;E) technology.</li> </ul> <p style="margin: 0;"><b>CUSTOMER SERVICE:</b>                      Helped U.S. industry acquire and use Russian</p> <ul style="list-style-type: none"> <li>- Brokered relationship between U.S. concerns and Russians' Central Aerohydrodynamics Institute to examine transonic wind tunnel data quality.</li> <li style="padding-left: 20px;">-- Improved U.S. interpretation of test results and provided insight of Russian technology to data with improved accuracy.</li> <li style="padding-left: 20px;">-- Identified design features of Russian wind tunnel which will improve performance of future facilities.</li> <li>- Advanced Air Force T&amp;E technology by leveraging Russian accomplishments in key aerospace technologies.</li> <li style="padding-left: 20px;">-- Identified ten areas of Russian T&amp;E technology worthy of acquisition or further</li> <li style="padding-left: 40px;">--- Used \$215K to purchase \$2 million worth of technology and</li> <li style="padding-left: 40px;">--- Increased USAF ability to detect UV radiation by 30 times, a critical advancement for the Missile Defense Organization.</li> <li style="padding-left: 20px;">-- Initiated project to learn about Russia's experience in testing and developing hydrogen-fueled</li> <li style="padding-left: 40px;">--- Avoided duplicate projects by initiating joint effort with USA</li> <li style="padding-left: 40px;">--- Purchased reports detailing Russian experience; identified Russian testing and combustor gies for possible</li> </ul> <p style="margin: 0;"><b>EFFICIENT USE OF RESOURCES:</b>                      Proposed a joint project to test a U.S. designed hypersonic in Russian facilities.</p> <ul style="list-style-type: none"> <li>- Eliminated duplicate projects; focused each organization's resources toward same goal.</li> <li>- Project advanced U.S. engine technology and transferred Russian testing methods to</li> <li>- Wrote a landmark paper comparing Russian facilities to U.S. and other international facilities; established criteria for evaluating international test facilities.</li> </ul>		

**Attachment 3**

**SAMPLE CITATION**

**CITATION TO ACCOMPANY THE PRESENTATION OF THE**

**(NAME OF THE AWARD)**

**TO**

**(FIRST NAME, MIDDLE INITIAL, LAST NAME**

**OR**

**TEAM NAME)**

(Person's/Team's name) has distinguished himself/herself/itself by excelling in the performance of his/her/its duties while assigned at \_\_\_\_\_(location) from\_\_\_\_\_to\_\_\_\_\_.

(Briefly describe the achievements; don't exceed three sentences.) The distinctive accomplishments of (person's/team's name) reflect great credit upon himself/herself/itself and the International community, and the United States Air Force.

Attachment 4

SAMPLE BIOGRAPHICAL SKETCH

**(For Individuals only. DO NOT PREPARE FOR TEAMS.)**

Name:

Rank/Grade:

Organization, Duty Assignment:

Period Covered:

Educational Background:

Previous Work Experience:

Specialized Training:

**FOR TEAMS:** PREPARE A LIST OF TEAM MEMBERS TO ACCOMPANY TEAM CITATION. LIST IN ALPHABETICAL ORDER THE NAMES, GRADES/RANKS, AND OFFICE SYMBOLS FOR ALL TEAM MEMBERS.

**(Note:** Prepare original and five copies.)